

# Training Strategic Level Working Group Developer Subcommittee

## Meeting Notes

May 26, 2004

<b>Meeting Date</b>	May 26, 2004 10-10:45 am
<b>Attendees:</b>	<p><b>NCI Facilitator:</b> Marsha Reichman PhD</p> <p><b>Participants:</b> Terry Braun PhD, Holden Jay Lewis, University of Chicago</p> <p><b>Guests:</b> David Manning, Roswell Park JoAnne Ruh, Roswell Park</p> <p><b>NCI:</b> Lynette Grouse, Kim Dierksen, Jamie Keller</p> <p><b>Booz Allen:</b> Working Group Coordinator: Cait Cusack</p>
<b>Agenda</b>	<ol style="list-style-type: none"> <li>1. Introduction of Kim Dierksen and Jamie Keller</li> <li>2. Finalize Mission Statement</li> <li>3. Review List of Deliverables</li> <li>4. Architecture Workspace update</li> <li>5. Other Issues and Concerns</li> <li>6. Confirm next meeting June 9, 04</li> </ol>
<b>1. Introduction of Kim Dierksen and Jamie Keller</b>	<p>Kim Dierksen joined us on the meeting. She is the Application Support Manager at NCICB and will be working on developing training materials for NCICB tools. She also introduced Jamie Keller who is the lead Trainer at NCICB.</p> <p>The NCICB has made the clinical tools (C3D/Oracle Clinical) their first priority since those tools currently have the greatest number of users. Training for other tools - such as caCORE - will follow after that. The training for each tool will be done from whatever perspectives are appropriate: developer, end-user, manager, etc.</p>

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<b>2. Finalize Mission Statement</b>	<ul style="list-style-type: none"> <li>• The mission statement as it stands was reviewed. There has not been any feedback given via email or on the forums around the mission statement</li> <li>• Due to the lack of a complete group on the call the mission statement will be circulated again and then finalized</li> </ul>
<b>3. Review list of deliverables</b>	<ul style="list-style-type: none"> <li>• A list of initial activities by all the caBIG groups had been circulated to the group for reference. There was no further discussion on the compiled list</li> <li>• Discussed if the next step might be to reach out to the cancer centers and see what they are using for training materials. <ul style="list-style-type: none"> <li>○ Felt by the group that this is unlikely to produce much in the line of useable materials</li> <li>○ The centers today use rapid prototyping, and training materials have been low priority. "Extensive textbook documentation is not at the top of the priority list"</li> <li>○ Despite this the group felt it would be good to ask the question</li> <li>○ An email will be composed to send to the cancer centers</li> </ul> </li> </ul>
<b>4. Architecture Workspace Update</b>	<ul style="list-style-type: none"> <li>• Our liaison to the architecture group was not on the call today so the update could not be given</li> <li>• The architecture group is continuing in their task of collecting needs from developers</li> </ul>
<b>5. Other Issues and Concerns</b>	<ul style="list-style-type: none"> <li>• Webcasts-a concern was raised about whether or not the current Webcasts will be archived. This is something the group would like to see continue</li> </ul> <p><i>Note: Webcasts are archived and can be found currently under the Calendar of Events area. In the next few days there will be a separate area for Webcasts so that you can get to them from the caBIG homepage</i></p> <ul style="list-style-type: none"> <li>• Terry Braun discussed that his group has been watching the Webcasts and have found them to be useful</li> </ul>

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6. Confirm next meeting	<ul style="list-style-type: none"><li>Our next meeting will be held June 9, 04 at 10am ET</li></ul>			
Action Items:				
	The Developer Subcommittee	Survey of the Cancer Centers regarding currently available templates, standards and protocols they use for training materials	June 9, 04	
	Cait Cusack	Re-distribute Mission Statement to the Group for finalization	June 2, 04	